

TO: James B. Loken
United States Court of Appeals for the 8th Circuit

DATE: _____

NAME AND ADDRESS OF REQUESTING ATTORNEY:

SUBJECT: **Advance Authorization for Expert, Investigative, or Other Services
(non-capital case)**

It is requested that advance authorization be granted to obtain services in an amount in excess of the maximum allowed under the provisions of the Criminal Justice Act, 18 U.S.C. § 3006A(e)(3) (i.e., \$1,600),¹ as follows:

Name of case and file number: _____

Name and address of expert, investigator, or other service provider: _____

Type of service (e.g., investigative, accounting, chemical analysis, psychiatric):

Explain what it is about this case that makes these services necessary or helpful: _____

Give a specific description of what you expect the expert, investigator, or other service provider to do to help you prepare your case, stating how much time you expect the service provider to spend completing each assigned task: _____

¹“Compensation to be paid to a person for services rendered by him to a person under this subsection, or to be paid to an organization for services rendered by an employee thereof, shall not exceed \$1,600, exclusive of reimbursement for expenses reasonably incurred, unless payment in excess of that limit is certified by the court, or by the United States magistrate if the services were rendered in connection with a case disposed of entirely before him, as necessary to provide fair compensation for services of an unusual character or duration, and the amount of the excess payment is approved by the chief judge of the circuit. The chief judge of the circuit may delegate such approval authority to an active circuit judge.”

Describe in specific detail what you hope to accomplish by retaining these services, giving a precise description of the nature of the evidence and/or testimony you hope to develop as a result of the requested expenditure: _____

State why the attorney cannot perform these services without retaining an expert, investigator, or other service provider:² _____

Describe your efforts to obtain the services of the expert, investigator, or other service provider at a lower cost: _____

If the expert, investigator, or other service provider is not from the community where court will be held, describe your efforts to obtain these services locally: _____

How much has already been expended on experts, investigators, and other service providers in this case:

\$ _____

Estimated additional cost for the requested services:

\$ _____

Estimated **total amount** of both the amounts already expended on experts, investigators, and other service providers in this case, and the additional cost for the requested services:

\$ _____

²It is not sufficient to cite time constraints. Also, investigators and other experts should not be retained to perform the duties of an attorney or paralegal. For example, no one should be retained to review discovery, organize documents, review transcripts, or act as a liaison with the client.

I certify that estimated compensation in excess of the maximum set forth in 18 U.S.C. § 3006A(e)(3) appears necessary to provide fair compensation for services of an unusual character or duration in this case, and therefore recommend approval of this advance authorization for all investigators, experts, and other service providers in the **total amount** of:

\$_____.

United States District Judge
(or Magistrate Judge)

Date

Advance authorization is hereby approved up to the **total amount** of:

\$_____.

Chief Judge, United States Court of Appeals
(or Delegate)

Date